

REC Contract Amendments Guidance, March REC Invoicing Opens, and March Consumer Protection Working Group

February 28, 2025

Coming up in Illinois Shines (Program events & due dates found at the [Key Dates & Deadlines webpage](#))

- **Events**
 - March 7, 2025 – Consumer Protection Working Group – Join with this [link](#).
- **Due Dates**
 - March 1, 2025 – March REC invoicing opens
 - March 10, 2025 – March REC invoicing deadline
 - March 11, 2025 – Project re-batching opens

Stakeholder Support

- **Program Administrator Office Hours** – March 5, 2025, from 10:00 – 11:00 a.m. CPT - Individual AV or Designee support for Program requirements, Portal, application, or other questions.
<https://energy-solution.zoom.us/j/8678382503?omn=98063266350>.
- **Application Tips and Tricks** - The Program Administrator publishes [Tips and Tricks](#) to help support stakeholders in avoiding project applications from resulting in a *Need Info* request and delaying their review and approval.
 - **Required Meter Photo** – In Part II of the application, AVs often upload incorrect **meter photos** which results in a *Need Info* request that will delay application review. Follow these guidelines to ensure you are uploading the correct meter photos in the Documents Uploads section of the Part II application:
 - If the inverter and meter are two separate pieces of equipment, submit a photograph of the **solar dedicated meter** (*NOT the utility meter*).
 - Ensure the photograph clearly shows the current cumulative lifetime meter reading. If the meter does not have a physical display, provide a screenshot of the monitoring portal with the lifetime meter reading.
 - Use a screenshot only from the meter portal, **not** the inverter portal.
 - Confirm the cumulative lifetime meter reading is greater than zero.

Program News – New or Updated Items (All Program updates can be found on the [Program Updates webpage](#))

- **REC Contract Amendments Guidance** – On [February 21, 2025](#), the Program published REC Contract Amendments and on [February 27, 2025](#), the redline versions. Below are some key items for AVs to be aware of:
 - Every AV that has an active REC Contract is required to sign an amendment for each contract ID, so AVs may receive multiple emails.
 - The Program will send the amendments in DocuSign.
 - The contracting utilities will receive the amendments first to review and sign on or before April 11, 2025.
 - Once the contracting utilities have signed the amendment, DocuSign will automatically email the AV with a request to sign.
 - AVs should receive a request to sign on or before by **April 11, 2025**.
 - AVs will be expected to sign within 45 days of receiving the amendment, by **May 26, 2025**.

Please see the full [announcement](#) for key dates, details on the amendment, the process for signing it, and what happens after signing.

- **March 2025 Consumer Protection Working Group** - The Agency and its Illinois Shines and Illinois Solar for All Program Administrators will host the next Consumer Protection Working Group meeting on **March 7, 2025, at 10:00 a.m. CPT**. The Working Group's meeting agendas, Zoom links, and a participation interest form can be found on the [Consumer Protection Working Group](#) page on the Program website.
- **IPA Power Hour - Equity in the Clean Energy Economy: Progress & Challenges** - On **March 28, 2025** from 12:00 p.m. – 1:00 p.m. CPT, the IPA will host an educational webinar titled Equity in the Clean Energy Economy: Progress & Challenges. This 60-minute webinar will discuss the progress and challenges around IPA equity initiatives, including Part I and II of the Equity Accountability System Assessment, the Agency's Diversity, Equity, and Inclusion ("DEI") Advisory Council, the IPA Racial Disparity Study, and more. The webinar will also highlight Illinois Shines' Mentorship Program and explore the IPA's outreach efforts targeted at Equity Eligible Contractors ("EECs") and small and emerging businesses navigating Illinois' solar landscape. Speakers for this webinar include Tanvi Shah, Chief DEI Officer, Illinois Power Agency; Jan Gudell, Associate Director of ILSFA, Elevate; and K.C. Doyle, Fellow/Strategy Lead, Energy Solutions. Registration is required to attend this webinar:
<https://us06web.zoom.us/meeting/register/gt3pOniAQ32KlufKB-LmZw#/registration>
- **Phishing Attempts** – The Program reminds stakeholders to remain vigilant against email phishing attempts and avoid opening unexpected emails or clicking suspicious links that appear to be from the Illinois Shines program, its Program Administrator, or the IPA. Official correspondence from these parties will only come from email addresses ending in @illinoisshines.com, @energy-solution.com, or @illinois.gov – please check our Contact Us page for more guidelines.
- **New to the Program Website** – The following key additions to <http://www.IllinoisShines.com> have been shared:
 - Added the final REC Contract Amendments ([Program Documents](#) page)
 - Posted the redline documents reflecting the changes introduced by the Addendum posted on February 21, 2025 for each version of the REC Contracts ([Program Documents](#) page)
 - Updates to the Illinois Shines Data Report ([Illinois Shines Data Report](#) page)
 - New [February Illinois Shines Data Report](#) and revised [January version](#) ([Illinois Shines Data Report](#) page)

Program News – Previously Published Items (All Program updates can be found on the [Program Updates webpage](#))

- **IPA Released Part II of its Equity Accountability System Assessment** – On February 14, 2025, the Agency released the [Part II of its Equity Accountability System Assessment](#), which completes comprehensive evaluation of statutory Equity Accountability System ("EAS") provisions in promoting equity across the clean energy economy. Please see full [announcement](#) for more information on the scope of the EAS and details of the two-part report. Part I of the Equity Accountability Assessment can be found [here](#).
- **IPA Released its Fiscal Year 2024 Annual Report** – On [February 18, 2025](#), the IPA released its [Fiscal Year 2024 Annual Report](#). The Annual Report includes an overview of the Agency's activities, strategic initiatives, notable events, and key accomplishments from Fiscal Year ("FY") 2024 (July 1, 2023 – June 30, 2024), the second half of the calendar year 2024, and early 2025.

The FY 24 Annual Report details how IPA renewable energy programs and procurements are contributing to clean energy development in Illinois. The report gives readers valuable insights into the Agency's progress and vision in putting the state on an upward trajectory toward a clean energy future. The report also features data visualizations and statistics, allowing readers to take a deep dive into the Agency's work surrounding electricity procurements, carbon mitigation credits, renewable energy development, and equity. The report is structured around seven themes which are detailed in the full [announcement](#).

Ongoing Operations Updates

- **Re-Batching for ICC Meetings** – Due to an increase in late requests to withhold projects from submission to the ICC, the Program Administrator would like to remind AVs of the important information below.

In advance of each submission of batches to the ICC for approval, AVs are provided the opportunity to withhold or re-batch projects. AVs must indicate any requests to withdraw or withhold projects during the two-day re-batching window. In the absence of any action by an AV, the Program Administrator will re-batch the projects at their discretion and submit eligible projects to the ICC.

- It is extremely important that AVs review their re-batching files on SharePoint to indicate any re-batching preferences, but especially requests to withhold projects from submission. The Program Administrator alerts AVs by email when they have projects that are eligible for re-batching and planned to be submitted to the ICC in the next memo. Unfortunately, sometimes these communications are missed, and projects are submitted to the ICC despite an AVs intent to hold a project back.
- The Program Administrator requests that AVs who believe they may want to withhold or re-batch projects mark their calendars and review SharePoint folders for re-batching templates. This way, if any email alerts are missed, AVs are still aware of the dates that re-batching opens and can check if any projects are in the upcoming ICC submission. Below are the next re-batching windows:

Re-Batching Opens for AVs	Election Deadline – 12:00 p.m. CPT (Re-batching closes for AVs)	Trade Date (ICC Meeting Date)
3/11/2025	3/13/2025	3/27/2025
3/25/2025	3/27/2025	4/10/2025
4/8/2025	4/10/2025	4/24/2025
4/22/2025	4/24/2025	5/8/2025
5/6/2025	5/8/2025	5/22/2025

- **March REC Invoicing Opens March 1, 2025** - REC invoices and Quarterly Netting Statements will be made available for download from AV SharePoint folders on **March 1, 2025**. Invoices must be submitted to the utility by **March 10, 2025** to receive payment for the March invoice period. Any invoice amounts not submitted to the utility by March 10, 2025 will be carried forward and included in the next invoice period (June 2025).
- **Part II Verification Cut Off for March** - To allow time for invoice calculation and generation, the last valid Part II Verification date for March will be **March 25, 2025**. Applications that are Part II verified on or before March 25, 2025 will be included in the April invoicing period. Application processing will continue throughout the last week of the month and any applications that are reviewed between March 26, 2025 and March 31, 2025 will be invoiced in May 2025.

Application Processing Updates

- **Application Processing Tables** - Application processing tables are maintained at [IllinoisShines.com/project-application-reports/](https://illinoisshines.com/project-application-reports/). These tables are updated daily. For questions about specific project applications, please contact the Program Administrator at admin@illinoisshines.com.
- **Application Processing Update** - Current application processing time is within the expected 10-day turnaround in all categories, which the Program Administrator expects to maintain for the foreseeable future.

Ongoing Program Portal Updates

- The latest Portal updates and enhancements, a Portal Development Roadmap, and Portal help guides can be found at <https://illinoisshines.com/portal-updates/>.

- **Portal Maintenance and Releases** - Scheduled system maintenance windows will continue on **Tuesday and Thursday evenings (from 8:00 p.m. to 11:00 p.m. CPT)**, during which times the Portal is typically unavailable to users; the Program hopes these windows are minimally disruptive to Program participants. **Users working in the Portal should save their work prior to the 8:00 p.m. CPT start of system maintenance window, as any unsaved information will be lost when the system is moved into maintenance mode.** In some cases, Portal availability may resume earlier than noted, though **AVs and Designees should plan on the full three hours.**

Requirements and Reminders

- **Stakeholder Feedback** – This table outlines current and forthcoming proposals and feedback requests. Details on previous proposals and feedback requests can be found [at the Program website](#).

Proposal or Feedback Topic and Link to Details	Request for Comment Released	Deadline for Comment	Results or Updates to Request
2025 REC Pricing Model Cost Input survey	January 10, 2025	January 24, 2025	The IPA is currently reviewing survey submissions and anticipates the release of proposed 2025-26 Program Year REC Prices now in March for stakeholder feedback.
Subscriber Management Working Group	December 6, 2024		A survey will be provided to Working Group participants for additional input on the proposed functionality for bulk editing and subscriber termination.

- **IPA Request for AVs and Installer Designees Interested in Serving Stranded Illinois Shines DG Customers** - As previously [announced](#), the Program seeks entities interested in serving stranded customers, and [updates the lists](#) of participating vendors on a rolling basis. The original announcements include details regarding the opportunity to support stranded customers, eligibility requirements, and anticipated responsibilities.
- **Additional Clarification on Small DG Block Capacity Dashboard** – The Program Administrator published further clarification on the Small DG Block Capacity Dashboard on February 20, 2025. Please see full [announcement](#) for details.
- **Customer Satisfaction Survey is Underway** - The Program Administrator began to distribute the Consumer Satisfaction Survey to Small DG Purchase, Lease, and PPA customers whose applications were Part II verified since December 1, 2023. Please see previous [announcement](#) for more details on this survey.
- **Portal Community Solar Subscriber Management Working Group** – The Program Administrator will send a follow up survey to gather additional information in the coming weeks to the Working Group participants. Following further feedback, the Program Administrator will outline planned development for Portal-based subscriber management via CSV upload. Stakeholders seeking additional information may contact the Program Administrator at admin@IllinoisShines.com.
- **DCEO Small Business Capital and Infrastructure Grant Program** – See previous [announcement](#) for details. Applications must be submitted by Monday, April 7, 2025, at 5:00 p.m. CPT.

CONTACT US: For Portal, application, or Program-specific questions and inquiries, please contact admin@IllinoisShines.com or call 877-783-1820.